

To: Margand, Freya[Margand.Freya@epa.gov]
From: Washburn, Ben
Sent: Tue 5/6/2014 9:21:28 PM
Subject: RE: Need your info re. TASC support for West Lake Landfill

One more document review than is currently listed in the table. I'll keep you posted on it.

Benjamin M. Washburn

Public Affairs Specialist

EPA Region 7

(913) 551-7364

From: Margand, Freya
Sent: Tuesday, May 06, 2014 4:19 PM
To: Washburn, Ben
Cc: Conley, Tina
Subject: RE: Need your info re. TASC support for West Lake Landfill

Hi Ben.

Do you mean one more document review than is currently listed in the table, or nine unspecified documents as in my example "(e.g., review up to eight unspecified documents, three are expected to be more major (larger) documents)"?

Thanks, Freya

From: Washburn, Ben
Sent: Tuesday, May 06, 2014 5:07 PM
To: Margand, Freya
Cc: Conley, Tina
Subject: RE: Need your info re. TASC support for West Lake Landfill

Hi Freya,

I would add one more document review to the list. I can get into more detail with you probably next week, but I anticipate at least one more document review.

I think the CAG may switch to monthly instead of bi-monthly meetings, but that is still in the air. Once I have heard more I'll let you know.

Benjamin M. Washburn

Public Affairs Specialist

EPA Region 7

(913) 551-7364

From: Margand, Freya
Sent: Tuesday, May 06, 2014 1:41 PM
To: Washburn, Ben
Cc: Conley, Tina
Subject: Need your info re. TASC support for West Lake Landfill
Importance: High

Hi Ben.

I need to quickly (this week) amend the task order which includes the West Lake Landfill support. Below is the list of services that are currently covered. How many additional document/data report reviews do you expect will be needed and how often will the CAG meet. I assume that there will be a presentation and some sort of summary fact sheet for each document review and that Terrie will attend all community/CAG meetings. I need to get the new support in place quickly. If you don't know the names of documents, I can include a quantity (e.g.,

review up to eight unspecified documents, three are expected to be more major (larger documents). Please let me know as quickly as possible your thoughts on how to describe the support through June 21, 2015.

Thanks, Freya

Service

Attend kick off call and draft *work plan*

Discuss community needs with community representatives to ensure work plan is inclusive of all of the groups and complete *work plan*

Attendance at community meetings (6 meetings)

Prepare *educational fact sheet* on the Superfund process and summary of the history and current status of the site

Review documents related to the planned trench construction and provide *summaries and/or fact sheets and a brief*

PowerPoint presentation

Review recent soil boring and ground water and air monitoring results associated with Bridgeton and West Lake Landfills and provide a *summary, fact sheets and/or a brief*

PowerPoint presentation

Review the December 16, 2011 FFS Supplemental Report and *prepare a summary, fact sheet and/or brief PowerPoint presentation*

Review the risk

assessment and about 4
other historical documents
to be identified by
Community Group
representatives (with
concurrence of CAG) and
prepare *summaries and
fact sheets*
Communication throughout
the project with CAG
executive committee and
other group representatives